

PUBLIC INFORMATION SIGNS INSTALLATION

City of Renton Development Services Division
1055 South Grady Way, Renton, WA 98055
Phone: 425-430-7200 Fax: 425-430-7231

Public Information Signs are intended to make the public aware of land use and development actions being considered by the City and facilitate timely and effective public participation in the review process.

Signs are required for each of the following development actions:

- Short Plat Applications
- Preliminary Plat Applications
- Final Planned Unit Development Applications

Please install the sign the same day as the application submittal.

SIGN INSTALLATION SPECIFICATIONS:

1. Size and Appearance of Sign:

All signs must be 4' X 8' (see illustration 1 for correct form). Signs shall be prepared using templates or attachable lettering. Hand lettered signs are not acceptable. Signs meeting all the established criteria may be obtained from any professional sign company. G.F.C. Northwest Signs & Designs (425-226-1333) and R&R Graphics are two local sign company providing this service. Prices vary and you may consult the yellow pages to obtain quotes from other sign companies.

2. Plastic Flyer Box:

Upon request, the City will provide a plastic case for the applicant to mount in the lower right hand corner of the sign(s). The case is needed to provide the public with information regarding the project's scope and time frames. City staff will fill the case with the appropriate public notices after the applicant installs the sign(s) and the plastic case(s).

3. Content of Notice:

Include the following information on your sign(s) (see "Illustration 1" for correct form).

- The title "Proposed Land Use Action";
- Type of land use or development action which is proposed;
- Name of the proposed project;
- Address of the proposal;
- City of Renton logo (copy attached);
- City of Renton address and phone number; and
- Drawing showing the site boundaries.

4. Number, Placement, and Time of Display:

Determine the number of signs required by contacting the Development Services Division at (425) 430-7294. A minimum of one sign is required at each project site. Additional signs may be required for larger sites or for properties with several street frontages. The sign(s) must be erected in a location which is clearly visible and accessible from the right of way(s) abutting the subject property. The sign(s) cannot be located within the clear vision area (sight triangle) depicted below.

5. Responsibility for Installation, Maintenance and Removal:

The applicant shall be solely responsible for the construction, installation, maintenance and removal of the sign(s) and the associated costs. The applicant must install the sign(s) prior to the date of application and provide the Development Services Division with a notarized "Affidavit of Installation of Public Information Sign(s)" in order for the application to be considered complete. The applicant is required to maintain the notice board in good condition until the final City action on the proposal. The sign(s) must be removed within a week following the end of the appeal period after the final Council or Examiner decision.

If the sign is removed prior to the final action of the Council or Examiner, the applicant is responsible for immediate replacement of the sign.

6. Responsibility for Update of Sign and Installation of Notices of Environmental Determination and Public Hearings:

Once the basic sign, laminated site plan, and plastic case have been installed by the applicant, the Development Services Division will post a laminated notice of the project's acceptance at the site as well as fill the plastic case with loose copies of the same notice. The Development Services Division will subsequently be responsible for posting any environmental determination, notice of hearing, and final decision.

Several local companies that provide laminating services are Graphics Laminating (425-251-3583), Highland Packaging Center (425-226-7573), and Kinko's Copies (206-244-8884).

7. Return of the Plastic Flyer Case to the Development Services Division:

The plastic case must be returned to the Development Services Division (6th Floor) prior to plat recording.

AFFIDAVIT OF INSTALLATION OF PUBLIC INFORMATION SIGN

City of Renton Development Services Division
1055 South Grady Way, Renton, WA 98055
Phone: 425-430-7200 Fax: 425-430-7231

STATE OF WASHINGTON)

COUNTY OF KING)

_____, being first
duly sworn on oath, deposes and says:

1. On the _____ day of _____, 20____, I installed _____ public
information sign(s) and plastic flyer box on the property located at
_____ for the following project:

Project name

Owner Name

2. I have attached a copy of the neighborhood detail map marked with an "X" to
indicate the location of the installed sign.


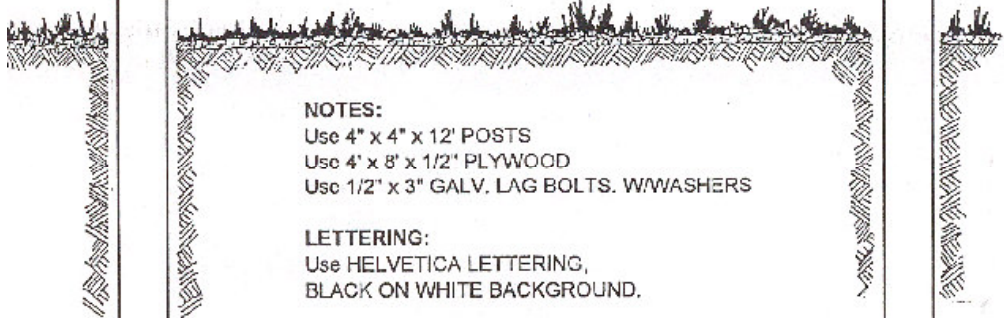
3. This/these public information sign(s) was/were constructed and installed in
locations in conformance with the requirements of Chapter 7 Title 4 of Renton Municipal
Code.

Installer Signature

SUBSCRIBED AND SWORN to before me this _____ day of _____, 20_____.

NOTARY PUBLIC in and for the State of Washington,
residing at _____.

My commission expires on _____.

	<h2 style="margin: 0;">PROPOSED LAND USE ACTION</h2>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> SITE MAP Laminated Installed by Applicant </div> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 5px; text-align: center;"> Space reserved for City provided PUBLIC NOTICE 8.5" x 14" </div> <div style="border: 1px solid black; padding: 5px; text-align: center;"> PLASTIC CASE Installed by applicant </div> </div>
<p>Type of Action: (Provided by Applicant)</p> <p>Project Name: (Provided by Applicant)</p> <p>Site Address: (Provided by Applicant)</p> <p>TO SUBMIT COMMENTS OR OBTAIN ADDITIONAL INFORMATION PLEASE CONTACT CITY OF RENTON STAFF AT:</p> <p>Development Services Division 1055 South Grady Way Renton, Washington 98055 (425) 430-7200</p> <p>Please reference the project number. If no number is listed reference the project name.</p>		
<p style="text-align: center;">Installer Instructions:</p> <p style="text-align: center;">Please ensure the bottom of the sign does not exceed 48" from the ground.</p> <div style="text-align: center; margin-top: 20px;">  </div> <div style="margin-top: 10px;"> <p>NOTES:</p> <p>Use 4" x 4" x 12' POSTS</p> <p>Use 4' x 8' x 1/2" PLYWOOD</p> <p>Use 1/2" x 3" GALV. LAG BOLTS. W/WASHERS</p> <p>LETTERING:</p> <p>Use HELVETICA LETTERING, BLACK ON WHITE BACKGROUND.</p> <p>TITLE 3" ALL CAPS OTHER 1 1/2" CAPS and 1" LOWER CASE</p> </div>		

4"

96"

4"

20"

48"

20"

4"

4"

20"

48"

36" MIN.

132"

